



SHARE Finance & Policy Committee

Thursday, July 16, 2020 at 10:00 a.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

(618) 656-3216

via [Zoom](#)

Minutes

Call Meeting to Order and Roll Call: The meeting was called to order at 10:03 a.m. by Jill Pifer.

In Attendance: Jill Pifer, Chair, Esther Curry, Miranda Shake, and Diane Yeoman. Anita Driver arrived after roll call.

Absent: Amy Byers and Janet Cler.

IHLS Staff: Cassandra Thompson, Colleen Dettenmeier, Rhonda Johnisee, and Dena Porter.

Other Attendees: Brendan Pearce, Patron Point; Jenna Dauer, Smithton Public Library District; and Kyla Waltermire, Mississippi Valley Library District.

Approval of Minutes from the May 14, 2020 Meeting: Diane Yeoman made a motion to approve the minutes and was seconded by Esther Curry. Motion passed.

Patron Point Demo: Patron Point's Brendan Pearce gave the committee a demo of Patron Point's marketing automation platform for public libraries.

Old Business:

- **COVID-19 Response:** One suggestion was for support to school libraries as they are beginning their fall planning. Cassandra Thompson stated that a standalone library has asked if SHARE or IHLS will consider asking members to waive bills for lost items to other libraries during the pandemic. SHARE will survey members in the next newsletter. Another question was how IHLS and SHARE would handle potential closures with the state being separated further into eleven regions. That has been discussed and plans will be revised as necessary.
- **Other: FY2021 SHARE Budget:** Cassandra Thompson stated that the Illinois State Library requested that we review the travel portion of the upcoming CMC budget, because there have been additional conference cancelations since it was previously reviewed. The CMC budget was decreased \$4,641 in travel, and \$464 in contractual services for the administrative fee, which means SHARE budgeted revenue for the administrative fees decreased by \$464 as well.

New Business:

- **SHARE Financial Statement Review:** Rhonda Johnisee reviewed the SHARE statement of revenue and expenses and the SHARE balance sheet as of June 30, 2020. While all expenditures for FY2020 have been processed, this is still an unaudited draft. The \$267,438.39

year-to-date revenues over expenses includes Reserve Fund activity, including a \$142,000.00 transfer, interest income of \$13,348.98, and expenses for the server project of \$20,670.98. When you separate out that activity, the revenue over expenses is actually \$132,260.39.

This final balance was higher than projected due to mid-year staffing changes as well as canceled travel for large conferences in May (IUG) and June (ALA). Based on projections from the FY2020 budget, the remaining balance will fund SHARE for 5.6 months.

- **SHARE Finance & Policy Committee Chair:** Jill Pifer completed her second term as the committee's representative to the SHARE Executive Council. Cassandra Thompson thanked Jill Pifer for her service both as the chair of the SHARE Finance & Policy Committee Chair and her service as a member of the SHARE Executive Council. She then requested nominations for chair for the committee. Since there were two members absent, we will table this discussion until the next meeting.
- **Patron Point:** As part of ongoing negotiations, Patron Point has been working to make their service accessible for smaller libraries. They have set up a reduced pricing option for SHARE members, but have asked SHARE to offset some of the implementation costs. After discussion, it was determined that there might not be enough widespread interest to justify the cost. The committee would prefer to pursue a mobile app option instead.
- **Other:** None.

Public Comment: None.

Announcements: Everyone received the quarantine infographic from IHLS and agreed that it was very helpful. Public library directors may have received a letter for permission to join the Explore More Illinois program. This is a free program for cultural attractions. The L2 replacement project is nearly complete and will migrate in August.

Next Meeting: Thursday, September 10, 2020 at 10:00 a.m. via Zoom.

Adjournment: Esther Curry made a motion to adjourn, and Miranda Shake seconded. The meeting adjourned at 11:43 a.m.